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SECRET

DDA 85-0019/12

14 FEB 1985

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology

FROM: Harry E. Fitzwater
Deputy Director for Administration

DD/A REGISTRY
FILE: 100-3

SUBJECT: Interdirectorate Planning Group on Standard Workstations

REFERENCE: Multi-adse Memo from O/COMPT, dtd 8 February 85, Subj: Recommendations for New Initiatives for 1987 (COMPT 85-136)

1. As indicated in the reference, the 1987 initiatives include a number of proposals that will require installation of unique end-user hardware. Some of this hardware should be considered from a standard workstation viewpoint. With avoidance of redundant Agency investment of a critical need, I'm certain that you can see the importance sorting this out quickly and effectively. I'm appointing [redacted] as Chairman of a Standard Workstation Task Force to do just that. Also, I believe we need one member assigned to the task force from each Directorate. By close of business 15 February, please provide me with the name of a member from your Directorate to assist in this project. I will appoint an executive secretary to support the task force and will name the Directorate of Administration panel member. The task force will be time intensive, but short in duration. I would like it to begin its work on 19 February 1985 and complete it by 1 March 1985. 25X1

2. I apologize for the very short lead time, but I think we need to move fast on this one.

[redacted] 25X1

Harry E. Fitzwater

P.S. As you will recall this was my assignment from the Comptroller regarding the '87 budget.

Paragraph 1 is Classified SECRET

ORIG:DDA [redacted] 14 Feb 85 25X1

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Page Denied

Next 9 Page(s) In Document Denied

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